

REQDOC Request for Document Message

Introduction:

A message to enable a party to request the sending, or re-sending, of data, either as a document or message, or in some other agreed form.

Notes:

This Message Implementation Guideline (MIG) for the electronic Certificate Information System (eCERT) must be used to request a Document Activity Report (DAR) for details on Certificates/Licenses and Visa Activity Report (VAR) for details on Visas.

A Document Activity Report (DAR) and Visa Activity Report (VAR) may be requested based on the following:

- a) A single date or date range with no Certificate/License or Visa number(s) specified and the condition code of either “10 – Matched”, “11 – Unmatched”, or “12 – Cancelled”. This will generate a DAR or VAR with all “Entry” activities recorded against the Certificates/Licenses or Visas (Matched) or a list of “Unmatched” or “Cancelled” Certificates/Licenses or Visas for the specified date/date range. A report request without a condition code will generate a report on only “Matched” Certificates/Licenses or Visas for the specified date/date range.
- b) A single Certificate/License or Visa number with a condition code. If the condition code in the request matches the condition code for the Certificate/License or Visa in the CBP system, then a report will be generated. If the condition code does not match the code for the Certificate or Visa in the CBP system, an error message will be generated.
- c) A range of Certificate/License or Visa numbers with no dates specified and a condition code. This will generate a DAR or VAR based on the range of Certificate/License or Visa numbers and the condition code specified. If no condition code is specified, then a report on only matched Certificates/Licenses or Visas within the range requested will be generated.

A Certificate/License or Visa is considered “matched” only if “Entry” activity is recorded against the Certificate/License or Visa.

When searching by date range or document number range, a report will be produced for a maximum of 20,000 documents. When more than 20,000 documents exist for the given search criteria, an Informational message will be returned in the CUSRES along with the report data. The search criteria can be narrowed until less than 20,000 documents are found.

Multiple UNH-UNT loops are permitted within a REQDOC UNB-UNZ interchange but each UNH-UNT loop in the REQDOC will return a single UNB-UNH interchange message with a single UNH-UNT CUSRES response.

Table of Changes

Revision Number	Date of Change	Section(s) Affected	Brief Description of Change
2	June 24, 2022	All Table of Changes Input Structure Map	eCERT 2.0 modifications. Added table. Added page title.
1	August 13, 2020	All	eCERT 1.1 baseline document.

REQDOC Transaction Input Structure Map

	<u>Pos. No.</u>	<u>Seg. ID</u>	<u>Name</u>	<u>Req. Des.</u>	<u>Max.Use</u>	<u>Group Repeat</u>	<u>Notes and Comments</u>
M	0010	UNH	Message Header	M	1		
M	0020	BGM	Beginning of Message	M	1		
M	0030	DOC	Document/Message Details	M	1		
M	0040	DTM	Date/Time/Period	M	9		
Not Used	0050	FTX	Free Text	C	20		
	0060		Segment Group 1: RFF-DTM	C		99	
M	0070	RFF	Reference	M	1		
Not Used	0080	DTM	Date/Time/Period	C	5		
Not Used	0090		Segment Group 2: NAD-LOC-SG3	M		99	
Not Used	0100	NAD	Name and Address	M			
Not Used	0110	LOC	Place/Location Identification	C			
Not Used	0120		Segment Group 3: CTA-COM	C		9	
Not Used	0130	CTA	Contact Information	M	1		
Not Used	0140	COM	Communication Contact	C	9		
Not Used	0150		Segment Group 4: LIN-GIS-DTM-PIA-IMD-MEA-SG5-SG6	M		999	
Not Used	0160	LIN	Line Item	M	1		
Not Used	0170	GIS	General Indicator	C	9		
Not Used	0180	DTM	Date/Time/Period	C	9		
Not Used	0190	PIA	Additional Product ID	C	9		
Not Used	0200	IMD	Item Description	C	9		
Not Used	0210	MEA	Measurements	C	9		
Not Used	0220		Segment Group 5: RFF-DTM	C		99	
Not Used	0230	RFF	Reference	M	1		
Not Used	0240	DTM	Date/Time/Period	C	9		
Not Used	0250		Segment Group 6: NAD-LOC-SG7	C		99	
Not Used	0260	NAD	Name and Address	M	1		
Not Used	0270	LOC	Place/Location Identification	C	9		
Not Used	0280		Segment Group 7: CTA-COM	C		9	
Not Used	0290	CTA	Contact Information	M	1		
Not Used	0300	COM	Communication Contact	C	9		
M	0310	UNT	Message Trailer	M			

Segment: UNH Message Header**Position:** 0010**Group:****Level:** 0**Usage:** Mandatory**Max Use:** 1**Purpose:** A service segment starting and uniquely identifying a message. The message type code for the Request for document message is REQDOC.

Note: Request for document messages conforming to this document must contain the following data in segment UNH, composite S009:

Data element 0065 REQDOC 0052 D 0054 99A 0051 UN

Dependency Notes:**Semantic Notes:****Comments:****Notes:****Data Element Summary**

	Data Element	Component Element	Name	Attributes
M	0062		MESSAGE REFERENCE NUMBER Unique message reference assigned by the sender. This is a control number generated by the participant.	M 1 an..14
M	S009		MESSAGE IDENTIFIER Identification of the type, version etc. of the message being interchanged.	M 1
M		0065	Message type identifier Code identifying a type of message and assigned by its controlling agency. Always "REQDOC". REQDOC Request for document message	M an..6
M		0052	Message type version number Version number of a message type. Always "D". D Draft version/UN/EDIFACT Directory	M an..3
M		0054	Message type release number Release number within the current message type version number (0052). Always "99A". 99A Release 1999 - A	M an..3
M		0051	Controlling agency Code identifying the agency controlling the specification, maintenance, and publication of the message type. Always "UN". UN UN/ECE/TRADE/WP.4	M an..2

Segment: **BGM** Beginning of Message

Position: 0020

Group:

Level: 0

Usage: Mandatory

Max Use: 1

Purpose: A segment by which the sender must uniquely identify the request for document by means of its type and number.

Dependency Notes:

Semantic Notes:

Comments:

Data Element Summary

	<u>Data Element</u>	<u>Component Element</u>	<u>Name</u>	<u>Attributes</u>
M	C002		DOCUMENT/MESSAGE NAME	C 1
			Identification of a type of document/message by code or name. Code preferred.	
		1001	Document/message name, coded	M an..3
			Document/message identifier expressed in code.	
			Always "21".	
		21	Query	
		1131	Code list qualifier	C an..3
			Identification of a code list	
			Always "109".	
		109	CBP Indicator	
		3055	Code list responsible agency, coded	C an..3
			Code identifying the agency responsible for the code list.	
			Always "111".	
		111	U.S. U.S. Customs	
		1000	Document/Message name	C an..2
			Identification of a type of document/message by code or name. Code preferred.	
			The codes for this data element refer to the condition of the Certificate/License or Visa at the time the REQDOC is submitted to CBP by the participant:	
			10 Matched (Entry was filed).	
			11 Unmatched (Certificate/License on file, Entry not filed).	
			12 Cancelled (Certificate/License cancelled by participant).	
			Submission of any of these codes is optional. A REQDOC submitted without a condition code will result in a CUSRES report with all Certificates/Licenses or Visas within the number range or date/date range that are Matched.	
			A REQDOC submitted with a single Certificate/License or Visa and without a condition code will result in a report on the current condition code of that Certificate/License or Visa.	
			A REQDOC submitted with a single Certificate/License or Visa and a condition code that matches the current condition code in the eCERT system, will generate a DAR for that Certificate/License or VAR for that Visa.	
			A REQDOC submitted with a single Certificate/License or Visa and a condition code that is not the current condition in the eCERT system will generate an error message.	

Segment: DOC Document/Message Details

Position: 0030

Group:

Level: 0

Usage: Mandatory

Max Use: 1

Purpose: A segment indicating the type of document that is required, how many copies, and in what form it is required, e.g., EDI, mail, etc.

Dependency Notes:

Sematic Notes:

Comments:

Notes: This segment is mandatory and is used to indicate the type of report being requested, DAR or VAR.

Data Element Summary

<u>Data Element</u>	<u>Component Element</u>	<u>Name</u>	<u>Attributes</u>
M	C002	DOCUMENT/MESSAGE NAME	M 1
		Identification of a type of document/message by code or name. Code preferred.	
	1001	Document/message name, coded	M an..3
		Document/message identifier expressed in code.	
		Use "16"to request details on both Certificate and License documents.	
		Use "811"to request details on Visa documents.	
		16	Certificate/License
		811	Visa

Segment: DTM Date/Time/Period**Position:** 0040**Group:****Level:** 1**Usage:** Mandatory**Max Use:** 3**Purpose:** A segment specifying general dates and, when relevant, times related to the whole message. The request preparation date must be specified using this segment.**Dependency Notes:****Sematic Notes:****Comments:****Notes:**

At least one (1) DTM segment is required in the electronic Certificate Information System (eCERT) with data element 2005 of Composite C507 equal to 137 - Document/message date/time. This will reflect the date of the request.

A DAR or VAR based on date(s) is requested as follows:

a) To request a report on a single date of Certificate/License or Visa activity, use a single additional DTM segment with data element 2005 of Composite C507 equal 90 - report start date.

b) To request a report for a date range of Certificate/License or Visa activity, two (2) additional DTM segments are required. In the first, data element 2005 of Composite C507 must equal 90 – report start date. In the second, data element 2005 must equal 91 – report end date.

Data Element Summary

	Data Element	Component Element	Name	Attributes
M	C507		DATE/TIME/PERIOD	M 1
			Date and/or time, or period relevant to the specified date/time/period type.	
M		2005	Date/time/period qualifier	M an..3
			Code giving specific meaning to a date, time or period.	
		90	Report start date	
		91	Report end date	
		137	Document/message date/time	
Must Use		2380	Date/time/period	C an..35
			The value of a date, a date and time, a time or of a period in a specified representation.	
			Identify Report request date (for 137 qualifier).	
			Identify Start date range (for 90 qualifier).	
			Identify End date range (for 91 qualifier).	
Must Use		2379	Date/time/period format qualifier	C an..3
			Specification of the representation of a date, a date and time or of a period.	
			Use “203” when using Date/time/period qualifier “137”.	
			Use “102” when using Date/time/period qualifier “90” or “91”.	
		102	CCYYMMDD	
		203	CCYYMMDDHHMM	

Group: **RFF** Segment Group 1: Reference Details
Position: 0060
Group:
Level: 1
Usage: Conditional (Optional)
Max Use: 999
Purpose: A group of segments identifying references, dates, and locations related information.

Comments:

Notes: Segment Group 1 is conditional.

Segment Summary						
	Pos. No	Seg. ID	Name	Req. Des.	Max. Use	Group: Repeat
M	0070	REF	Reference	M	1	

Segment: **RFF** Reference
Position: 0070 (Trigger Segment)
Group: Segment Group 1 (Reference Details) Conditional (Optional)
Level: 1
Usage: Mandatory
Max Use: 1
Purpose: A segment identifying the reference by its number.

Dependency Notes:

Sematic Notes:

Comments:

Notes: This segment identifies the Certificate/License number or numbers for which the Document Activity Report is requested or the Visa number or numbers for which the Visa Activity Report is requested.

The first occurrence of the RFF loop segment identifies the starting range of Certificate/License or Visa numbers.

The second occurrence identifies the end range of Certificate/License or Visa numbers.

A REQDOC request message with only one RFF loop segment will generate a report with Entries for the identified Certificate/License or Visa.

Data Element Summary

	<u>Data Element</u>	<u>Component Element</u>	<u>Name</u>	<u>Attributes</u>
M	C506		REFERENCE Identification of a reference.	M 1
M		1153	Reference qualifier Code giving specific meaning to a reference segment or a reference number. Always "ZZZ".	M an..3
			ZZZ Mutually defined reference number	
Must Use		1154	Reference number Identification number the nature and function of which can be qualified by an entry in data element 1153 Reference qualifier. 1st Occurrence: Starting Certificate/License Number or Visa Number. 2nd Occurrence: Ending Certificate/License Number or Visa Number.	C an..35

Segment: UNT Message Trailer

Position: 0310

Group:

Level: 0

Usage: Mandatory

Max Use: 1

Purpose: A service segment ending a message, giving the total number of segments in the message and the control reference number of the message.

Dependency Notes:

Sematic Notes:

Comments:

Data Element Summary

	<u>Data</u>	<u>Component</u>		
	<u>Element</u>	<u>Element</u>		
M	0074		NUMBER OF SEGMENTS IN A MESSAGE	M 1 n..6
			Control count of number of segments in a message.	
M	0062		MESSAGE REFERENCE NUMBER	M 1 an..14